



Required Documentation for “In Lieu of Lease”

A family is considered to be “In Lieu of Lease” if they have obtained a residence in Oak Park **via trust fund or inheritance**. This is also for families who have been renters at the same location **for a consecutive amount of years** and are now on a month-to-month basis. The following documents are required when registering a student with Oak Park District 97: **Six (6) Required Documents & Six (6) Additional Documents, if Applicable**.

Please keep in mind that you will be responsible to upload all required documents before submitting your application. We will not process or approve any submitted applications with missing documents.

You will need to contact the district registration department at d97registrar@op97.org for assistance.

Six (6) Required Documents:

PARENT/GUARDIAN DOCUMENTATION:

1. Parent/Guardian’s current, unexpired, government-issued photo ID
2. A completed “In Lieu of Lease form”

Four (4) Proofs of Residency (see below):

Category A - Upload ONE of these Documents:

- Any evidence that supports your claim of being in lieu of lease (ex.: deed transfers, notarized statements etc.)

Category B- Upload TWO DIFFERENT Utility Bills:

(must be dated within the last 30 days)

- water bill
- electric bill
- gas bill
- cable/internet bill

Category C - Upload ONE of these Documents:

(must be dated within the last 30 days)

- Current Phone Bill
- Current Credit Card Statement
- Current Bank Statement
- Homeowners/Renters Insurance Bill



Six (6) Additional Documents, if Applicable:

KINDERGARTEN & NEW STUDENT DOCUMENTATION:

1. Student's Official Certified Birth Certificate

NOTE: Hospital birth certificates are not accepted per the State of Illinois

*Required for kindergartners and all new students in any grade level

2. Up-To-Date Physical & Immunization Record

*Required for kindergartens, 6th graders, and all new students in any grade level

3. Illinois State Transfer Form:

*Required for any student in grades kindergarten – 8th who transfers from another Illinois public school. The previous school principal must sign this form.

4. Custody documents:

*Required if custody document exists

Must be signed, stamped, and dated by the court

5. Order of Protection for the Student:

Must be signed, stamped, and dated by the court

Request for Records from Prior School:

6. Authorization form for the Release of All School Records

Used to begin the transfer process to District 97